



Naturally Yours

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**SPECIAL SESSION OF THE 53rd COUNCIL
OF THE
MUNICIPALITY OF THE DISTRICT OF SHELBURNE
Wednesday, October 29, 2025**

The Special Session of the 53rd Council of the Municipality of the District of Shelburne was held on Wednesday, October 29, 2025, at 6:00 pm in the Municipal Council Chambers.

THOSE IN ATTENDANCE:

Warden Penny Smith
Deputy Warden Heidi Wagner
Councillor Paula Sutherland via Microsoft Teams
Councillor Sherry Thorburn Irvine
Councillor Ron Coole
Councillor Dale Richardson

ALSO IN ATTENDANCE:

Warren MacLeod, CAO
Erin Hartley, Deputy CAO
Nicole Blades, Recording Secretary
Members of the Public

1. CALL TO ORDER:

The meeting was called to order at 6:00 pm by Warden Smith.

2. APPROVAL OF AGENDA:

- a. October 29, 2025

2(a) MOTION: APPROVAL OF AGENDA – OCTOBER 29, 2025

Being duly moved and seconded, be it resolved that the Agenda for October 29, 2025, be approved with the following amendment:

4. CORRESPONDENCE

- a. Shelburne County Arena Re: Community Shower Access

- MOTION CARRIED

3. PRESENTATION:

- a. Strategic Plan First Draft – Davis Pier

3(a) Warden Smith welcomed Ilse van Winssen and Grace Buckel, with Davis Pier, to the meeting.

Ms. van Winssen and Ms. Buckel provided background and noted the objective of the Municipality's Strategic Planning process. They reviewed a summary of key findings from pre-engagement activities, community sessions, and leading practice research and then presented the first draft of the Strategic Plan. The document was included in the meeting package and available online.

Five pillars of the draft strategic plan were discussed, including Environment, Community, Economy, Infrastructure and Governance with priorities listed under each pillar and objectives under each priority.

A discussion was held regarding timelines being included, level of detail for action items, public participation in community engagements, future strategic plan priority update reports to be presented to Council, and acknowledgment that many current objectives fall under these priorities.

It was noted that Council and residents can provide feedback to Davis Pier on the first draft of the strategic plan through a survey available on the municipal website or paper copy available at the municipal office. Submissions will be accepted until 5:00pm on November 10, 2025.

The next draft of the Plan will be presented at the November 26th Council meeting.

4. CORRESPONDENCE

a. Shelburne County Arena Re: Community Shower Access

4(a) Warden Smith reviewed the correspondence received from the Shelburne County Arena regarding community shower access.

To assist residents in the area with dry wells, the Shelburne County Arena has opened its showers to the public and has requested funding from the Municipality, the Town of Shelburne, and the Town of Lockport to help alleviate the increased cost of water usage for the facility.

A discussion was held and Council agreed to financially assist the Arena with water usage up to \$2000.

MOTION: SHELburne COUNTY ARENA – COMMUNITY SHOWERS WATER COSTS

Be it resolved that the Council of the Municipality of the District of Shelburne give staff authority to provide up to \$2,000 and to discuss cost sharing of increased water usage fees with neighbouring units for community shower access to the Shelburne County Arena.

- **MOTION CARRIED**

5. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:24 pm. The next Regular Council meeting will be held on Wednesday, November 12, 2025.

Council Meeting
October 29, 2025

Nov 13/25
Date

Nicole Blades
Recording Secretary



Penny Smith, Warden



Erin Hartley, Deputy Chief Administrative
Officer